

RFF-2019-2015
REQUEST FOR FUNDING ANNOUNCEMENT
FOR
Disbursement of State of Indiana Funding

This is a Request for Funding announcement (RFF) issued by the Family and Social Services Administration/***Division of Mental Health and Addiction, Addiction and Forensic Treatment Team.***

This RFF is intended to publicize the availability of Grant opportunities for services described herein. Neither the issuance of this RFF nor the receipt of any responses thereto, shall create any obligation to the State of Indiana to make any award pursuant hereto. The award of any grant(s) as a result of this RFF shall be at the sole discretion of FSSA. Neither this RFF nor any response (“proposal”) submitted hereto are to be construed as a legal offer.

CONFIDENTIAL INFORMATION

Potential respondents are advised that materials contained in proposals are subject to the Indiana Public Records Act, IC 5-14-3 *et seq.*, and after the grant award may be viewed and/or copied by any member of the public, including news agencies and competitors. Potential respondents claiming a statutory exception to the Indiana Public Records Act must place all confidential documents in a sealed envelope clearly marked “Confidential” and must indicate on the outside of their proposal envelope that confidential materials are included and, in their cover letter, specify which statutory exception provision applies. The State reserves the right to make determinations of confidentiality. If the State does not agree that the information designated is confidential under one of the disclosure exceptions to the Public Records Act, it may either reject the proposal or discuss its interpretation of the allowable exceptions with the respondent. If agreement can be reached, the proposal will be considered. If agreement cannot be reached, the State will remove the proposal from consideration for award and return the proposal to the respondent upon request. The State will not determine price to be confidential information.

COMPENSATION

FSSA/***Division of Mental Health and Addiction*** encourages respondents, in their responses to the RFF, to be as creative as possible regarding cost to the State, as cost efficiency for the State will be a consideration in determining whether a grant(s) will be awarded based on responses to the RFF.

TERMS

Selected applicant(s) will initially receive a two month grant, with funding available August 1, 2019 to September 30, 2019, and then from October 1, 2019 to September 30, 2020, followed by another term from October 1, 2020 to September 30, 2021, pending federal funds.

PROPOSALS

Respondents interested in providing these services to FSSA/***Division of Mental Health and Addiction*** should submit electronic proposals to:

Cameron Drury, Peer Coach Specialist

FSSA/Division of Mental Health and Addiction
Email Address: [Charles.Drury @fssa.IN.gov](mailto:Charles.Drury@fssa.IN.gov)

The proposal must include:

1. Cover Letter with agency and contact persons information
2. Proposal narrative
3. Budget and budget justification
4. Identify Key Staff overseeing project
5. Most recent audit report for agency identified as fiscal agent for funds made in accordance with OMB circular A-133 if applicable.

Proposals must be received no later than **4:30 p.m. Eastern Time on July 16, 2019. Proposals received after 4:30 p.m. will not be considered.** Proposals must be delivered in electronic format, a **maximum of 5 pages** not including attachments, with all required documents. Please use the following language in the subject heading of the email:

RESPONSE TO RFF # RFF-2019-2015

Peer Resource Center: Funds to support programming and staffing of a Peer Resource Center, a physical site offering a continuum of peer-based services to individuals experiencing substance use disorder

No more than one proposal per respondent will be accepted. In the cover letter please indicate the principal contact for the proposal along with a telephone number and email address.

Any questions regarding this RFF must be submitted via email to Cameron Drury (Charles.Drury@fssa.IN.gov) no later than **4:30 p.m. Eastern Standard Time on July 2, 2019. Questions received after 4:30 p.m. may not be considered. Please keep questions brief and of high priority.** Responses to all questions will be promptly prepared and emailed to group.

All inquiries are to be directed to Cameron Drury and are not to be directed to any other staff member of FSSA. Such action may disqualify respondent from further consideration for a grant as a result of this RFF.

SCOPE OF WORK

DMHA recognizes the need to increase recovery initiation and long-term recovery by assisting individuals in navigating the continuum of care as it pertains to substance use disorder, which includes a history of opioid use. With this in mind, a Peer Resource Center, loosely defined as a physical resource hub offering a variety of services aimed at recovery, is an effective tool to provide needed help in a community. Additionally, the Peer Resource Center offers peer-based recovery services, utilizing certified peer recovery coaches (PRC's) or certified recovery specialists (CRS's).

The intent of this funding opportunity is to allow or expand access to a Peer Resource Center for a term of up to 26 months.

TIME FRAME:

June 25, 2019	RFF sent to potential applicants
July 2, 2019	RFF questions due
July 9, 2019	RFF response to questions due
July 16, 2019	RFF submission of proposals due
July 29, 2019	Notify Grantees of Awarded Funds
August 1, 2019	Grant effective date

Funding:

The maximum award for this funding opportunity is ***\$91,666 for federal fiscal year 2019, and \$91,666 for federal fiscal year 2020 and \$91,666 for federal fiscal year 2021. Administrative funds not to exceed 3% to the agency overseeing the disbursement of funds. All funds minus the amount allowed for agency administration must be used toward the goals identified in this proposal.*** Grant awards for this program are subject to budgetary exigencies associated with the availability of Federal and State funding.

Eligible Respondents:

Agency with documentation of proven ability to offer a continuum of peer-based services from a physical resource hub.

SELECTION PROCESS AND CRITERIA

Proposals will be reviewed and scored by a committee selected by the ***Division of Mental Health and Addiction*** or designee. Proposals will be evaluated based upon the proven ability of the respondent to meet the goals of the Program in a cost-effective manner. Specific criteria are:

Evaluation Criteria

Each narrative will be evaluated on the following criteria:

1. **Key Staff** (20 points)

The following standards will be considered when evaluating this criterion.

- a. An initial report of programming offered, as well as relevant staff offering services.

2. **Project Timeline** (40 points)

The following standards will be considered when evaluating this criterion.

- a. Finalization strategic plan.
- b. Quarterly reports providing data regarding number of people served, number of services offered, as well as a description of the services offered.

3. **Budget and Cost Effectiveness** (40 points)

The following standards will be considered when evaluating this criterion.

- a. Detailed budget showing costs are reasonable in relation to the objectives.